

***TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MAY 1, 2007***

The meeting was called to order at 6:33pm. Selectmen present were: Michael Woodworth and Wes Moore. James McIlroy joined the meeting in progress. Others present were: Road Agent Brian Knipstein, Treasurer Don Doane, Pastor Bob Collinge, Town Counsel Fran Lane, Sue McKinnon, Eileen Conner, and Tom Conner.

Wes asked Brian Knipstein when he will be able to scrape the pavement at the old Post Office Building. Brian will do this on Friday, May 4th. Wes will have the volunteer start scraping paint and sanding the outside of building rather than shoveling dirt off of the pavement. The contractor hired to fix the cracks and seal the pavement in front of the old Post Office Building will do the work in the next couple of weeks.

Wes informed Brian that the Selectmen received a couple of complaints about the sidewalk plowing this past winter. Photographs were shown to Brian of the specific areas of complaint and he said the scrape marks on the pavement are typical wear and tear.

Another complaint was received about children walking in the street on their way to school because the sidewalks are not being plowed early enough after snowstorms. Brian said that the sidewalks are done after the roads, the Fire Station, and the Police Department. He will take this complaint under advisement.

Brian notified the Selectmen that Pleasant Street and Hilton Avenue will be re-paved. A cape cod style berm will be installed on Pleasant Street as discussed last year. This will correct the flow of rainwater. The work will be completed by Memorial Day. At Wes's suggestion, Brian will speak with Cathy Nelson Smith about the Town paving a small portion of her driveway for water run-off control and offer to pave the balance of her driveway if she wishes. Cathy would have to pay for the additional paving.

Brian is receiving pricing to re-pave River Road. This project may be done this year depending on the cost.

Wes asked Brian to speak with Chris Hutchins about the situation on Sanborn Drive. Brian said the problem with the culvert will be taken care of when the ground dries – probably in June or July.

Brian spoke about the sinkhole across the street from the Hutchins home. This is the responsibility of the homeowner and the cause is most likely from buried stumps. Brian suggested that the homeowner fill/overfill the area with dirt and let it settle over the next few years.

Brian advised that the stop bars and handicapped parking areas will be painted soon. He will have a few selected trial areas painted with "Slow Children" to see if this is something that should be done throughout the Town.

Brian asked if we are still holding the checks issued to Bell and Flynn. Nancy said yes and Don Doane stated that the checks should be voided and re-issued once we receive an invoice from Bell and Flynn.

Don Doane was asked if the Celebration Committee still has their own checking account. Don replied yes, it is funded by donations and fundraising by the Committee and is kept separate from Town Funds.

Don was asked about the overpayment to the Conservation Commission which was discovered by the auditors. Don stated that the amount originally attributed to Land Use Change Taxes actually included penalties that are not subject to sharing. Don did transfer \$19,300. from the Conservation account to the Town account. Dave Mason on the Conservation Commission was notified of the action.

Don is encouraged to attend the meeting between the auditors and the Selectmen to review the completed audit. The Selectmen also encourage Town Clerk Sue McKinnon to attend this meeting. They hope to schedule this meeting with the auditors during a regular Selectmen's Meeting.

Wes asked who has control over the Conservation Commission Funds in the PDIP. Don said that he has solo control over those funds.

Wes made a motion that all payments made by or on behalf of the Conservation Commission be approved by the Selectmen. Michael seconded the motion and the motion passed with both in favor. Wes, as the Selectmen's Representative to the Conservation Commission will notify them of this requirement.

Wes made a motion to appoint Maureen Smith as Cemetery Trustee to fill a vacancy, with her term expiring in March 2008. Michael seconded the motion and the motion passed with both in favor. Maureen's appointment was signed by the Selectmen. She will take the Oath of Office in the presence of the Town Clerk.

Pastor Bob Collinge presented a donation to the Selectmen on behalf of the Christian Faith Church to be used towards the purchase of a new stage curtain. The donation is made in loving memory of Joyce Heath and in loving memory of all past, present, and

future Church Mothers. The Selectmen expressed their appreciation for this donation. Bob will look into having a small placard made listing the donations to this fund.

Michael asked Bob if the small wooden blocks in the back room of the Town Hall are owned by the church. Michael is concerned that they are small enough to be a choking hazard to young children. Bob will dispose of the blocks as no young children currently attend church services and the blocks are not being used.

Jed and Helen Rumford gave a donation to the stage curtain fund in memory of Mr. and Mrs. Clarence H. Rumford. The Selectmen are grateful for this donation.

Wes mentioned that there are several old wooden benches in the Town Hall. One bench is broken. He will try to sell these benches to offset some of the repair costs to the Town Hall.

Wes spoke about Tom and Eileen Conner and their concerns with the library project. They have not received any notification from the Library or the Library Trustees about the parking lot and expanded driveway being installed. Tom is concerned with the drainage, lighting, and dust issues.

Wes suggested that the Library Trustees conduct a Public Hearing on this project and include Reuben Hull, Town Planner, in attendance along with the Library Trustees, Tom and Eileen Conner, and any other abutters to the property. This would give everyone the opportunity to ask questions and view plans and diagrams of the project.

At 7:39pm the meeting went into a non-public session with counsel per RSA 91-A:3, III. The meeting was re-opened to the public at 7:50pm.

Tom and Eileen Conner attended the meeting to discuss their concerns with the library project.

Sue McKinnon, secretary for the Planning Board, advised that Larry did in fact meet with the Planning Board. Larry told the Planning Board that he would notify the abutters and contact the State DOT as the Planning Board advised him to do. The Planning Board had no objections to the plan as it is a Town project and the Library is not subject to zoning regulations. The Conners stated that they have not received a notification of the project.

Tom stated that he is concerned with the dust from the cars entering and leaving the driveway and parking lot. He asked about the lighting for the parking lot. Will the lights be left on twenty-four hours a day, seven days a week? Will there be any screening to stop headlights from shining into his home? What will be the cost to the Town to maintain the driveway and parking lot? What will be the cost to plow both the driveway and parking lot and where will the plow leave the snow?

Eileen and Tom stated that they are not against the driveway or parking lot, but just want to be informed.

Michael will contact Larry Arend and Reuben Hull to set up a Public Hearing (to be duly noticed) on the Library Parking Lot and Driveway Expansion Plan. This meeting will be run by the Library Trustees. Wes would like to see a final plan for this project with scales, slopes, where the snow will be disposed, etc.

On a final note regarding the Library, Nancy was asked to contact the Trustees and request all of the outstanding meeting minutes and remind them that the minutes must be received on a timely basis. The last meeting minutes sent to the Town Office were dated November, 2006.

Wes asked if there is a sign ordinance in Newfields as he was asked by a resident of Town if Real Estate and Yard Sale signs could be removed from the Town's right of way. James stated that the only area in town that specifically prohibits any signs at all is the Elizabeth Battles Newlin Park. The Selectmen have no objection to real estate and yard sale signs in the Town's right of way in the rest of the Town.

Wes received a complaint from Bill Dawson with regard to a resident selling cars from his home and asked what constitutes a car dealer. Newfields does not have a specific ordinance addressing this, but does abide by the State's RSA which states that any titled vehicle sales over four per year requires a dealer's license and the vehicles must be displayed in a commercial zone. The resident in questions resides in the residential/agricultural zone. The Selectmen will draft a letter to be sent to the property owner regarding the complaint and refer the property owner to the RSA which governs this. A copy of the letter will be sent to Bill Dawson.

Tom Hayward asked if the Town is paying recycling fees to Bestway for recycling items that are being disposed of in the general trash as opposed to being recycled. The tipping fees are substantially higher for recycling than for general trash disposal. Wes spoke with Paul Deschaine of Stratham about this and they are still investigating. He will report back to the Selectmen next week.

The Police Department notified the Selectmen that on May 5th members of the Newfields Police Department and family will be picking up trash along Route 87 from the town line to Main Street. They will start at 8:30am and finish prior to noon. This will be the second year the department has performed this community service. They invited any members who wish to join them to please feel free to do so.

The Police Department provided a copy of an application which they filed with the New Hampshire Department of Emergency Management in order to be reimbursed from the federal government for damages sustained in the last major rain storm.

Wes spoke with the Local Government Center about the Town's ability to lease town owned property. The Town may lease property, but cannot enter into a contract beyond the month of March or any multi-year contract. With this information, Wes spoke to Dave Martin who then offered to pay \$200.00 per month to use the lower half of the old Post Office Building for storage purposes. Dave also stated that he would maintain the building. Piers Lloyd Owen later asked Wes if he could rent one bay of the old Post Office Building. Wes explained that he had an offer to rent all three bays. As Piers only wants one bay, he withdrew his request.

James feels that pricing should be obtained before the Town agrees to rent the area for \$200.00 per month. He asked Nancy to contact the Space Station and Newfields Storage for prices. After reviewing the pricing information, the Selectmen will get back to Dave Martin.

James made a motion to approve the Minutes of the April 24, 2007 meeting as amended. Michael seconded the motion and motion passed with all in favor.

The Selectmen signed the Citizens Bank Certificate of Authority allowing Michael Woodworth to sign checks.

The Comcast Contract Extension was reviewed by the Selectmen and it was noted that the Comcast Representative along with Cable Advisory Committee are meeting with the Selectmen next week.

Full-time town employees were notified with their last paycheck that they will have to pay ten percent of the cost of the health and dental insurance provided by the Town. Chief Reed advised Nancy that he is not subject to this and she duly notified the Selectmen.

A complaint about downed trees on property owned by the Town on Heath Drive was received. The Road Agent will investigate this complaint.

Notification was received from the Conservation Commission that the Town Forest has been re-opened for foot and bicycle traffic. The closing of this area during mud season prevented damage to the trails and worked extremely well.

Attorney Tom Closson's correspondence regarding proposed changes to the Personnel Policy were reviewed. Nancy will contact him again for a date to meet with the Selectmen.

A welfare issue was discussed and resolved.

The letter from the Department of Environmental Services was reviewed and Nancy was asked to pass it on to the Water and Sewer Department.

Jennifer McPherson thanked the Selectmen for sending the packer truck to the library last Saturday (which was Clean-Up Day). Earlier the Celebration Committee had asked for permission to use space in the Town Hall for storage. They were granted permission, cleaned up the area, and when they tried to install shelving, someone had filled the area with “stuff”. Jennifer asked if the area was still available to the Celebration Committee and was told yes. They will move the unauthorized items from the area, install the necessary shelving, and store their items on the shelves.

The letter to the New Hampshire Department of Transportation regarding the proposed Bicycle Lane Contract was signed by the Selectmen. A copy of this letter will be sent to Alphonse Dixon, Town Administrator of Newmarket for his files.

The schedule for public hearings on the Fairpoint Purchase of Verizon Lines was reviewed.

The notice from the Windham Board of Adjustment concerning a proposed cell tower was reviewed.

A Certificate of Insurance was received from Phillips Exeter Academy. Upon further investigation it was determined that is for a bicycle “time trial” being held in Newfields by PEA on May 19th between 3:00pm and 5:00pm. A Police Detail has been set up for this event.

The meeting went into a non-public session at 8:50pm per RSA 91-A:3, II.

The meeting was adjourned at 8:55pm.

Respectfully submitted,

Nancy J. Spencer